



Shelby County Tennessee

Mark H. Luttrell, Jr., Mayor

Addendum No. 1

Issued: July 25, 2012

RFP #12-006-66

Public Defender Case Management System (Shelby County Public Defender's Office)

TO ALL PROSPECTIVE BIDDERS:

The above described RFP has been modified as follows:

II. MINIMUM PROPOSER REQUIREMENTS (Additional requirements)

10. Provide a Bid Bond in the amount of 5% of the proposal; this bond must be submitted with your proposal.
11. The successful provider must submit a performance/labor material bond each in the amount of 100% of the amount of the contract.

IX. PURPOSE/SCOPE OF WORK

- 2.15 Data Conversion – No legacy data will be converted from Case in Point or Gideon. Data conversion is no longer a requirement.
- 2.18 Architecture - The proposed solution must include a development database for testing of program changes. The proposed solution must allow both production and testing databases to be accessed simultaneously without cross linking or cross contamination.
5. Data and Content Imports/Exports – The vendor is to include the cost of implementing these exchanges in their proposals. There will NOT be a future contract negotiated for data exchanges with the PD CMS.
- 5.6 Data and Content Imports/Exports – Import Case Notes from Gideon.

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A mandatory pre-bid conference was held on July 24, 2012 at 2:00 pm.

The vendors that attended are as follows:

1	CAPITA	CHARLIE GRANVILLE
2	COLUMN TECHNOLOGIES	NICK DAVIS
3	COURTVIEW	STEVE BEARDEN
4	CSI TECHNOLOGY	CAITLIN MCCARTHY
5	HP ENTERPRISES	JIM VALVERI
6	JUSTICE WORKS	CARL RICHEY
7	LEGALEDGE	FRED CASTELLANO
8	NEW DAWN TECHNOLOGIES	FRANK FELICE
9	PS TECHNOLOGIES	JASSEN STROKOSCH
10	REJIS	ALBERT PAULI
11	SUSTAIN TECHNOLOGIES	ART RODRIGUEZ
12	SYNAPTEC SOFTWARE	KATIE BARRY
13	TYLER TECHNOLOGIES	STEVE MOERBE

Questions and Answers from Pre-bid Conference

- 1. Q.** Will a Performance Bond be required?

A. Yes, a 100% Performance Bond required is being added, as well as a 5% Bid Bond.
- 2. Q.** What is the current system's database?

A. This is irrelevant because there is no data conversion to be done as part of this project.
- 3. Q.** How many total users will there be?

A. Upon deployment we anticipate about 105 users. In the next five years this number could increase about 20%.
- 4. Q.** Would you consider proposals using licensing standards other than that based on the number of users?

A. We will certainly considering any licensing structure and evaluate for cost and ease of maintenance.
- 5. Q.** Does this project have an approved budget?

A. As described in the background section of the RFP this is part of a larger project involving multiple system purchases and installations. The Shelby County Commission has approved a Capital Improvement Budget for the entire project. The Shelby County Commission will have to approve the appropriation of those funds prior to each contract. This project is supported by the iCJIS Executive Committee. Its members include the Shelby County Mayor, Sheriff, a Criminal Court Judge, Juvenile Court Judge, Criminal Court Clerk, General Sessions Court Clerk, Juvenile Court Clerk, and the District Attorney General.

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6. **Q.** There is a requirement stating the proposer shall provide contact information for three (3) clients who discontinued using their software within the last five (5) years. What if the proposer does not have three (3) previous clients?
A. That is fine, simply provide what you have.
7. **Q.** Are there any outside funding sources being used for this project such as any grant funding?
A. Not at this time. All funding is planned from previously described CIP budget.
8. **Q.** Is a browser based solution the only solution that will be considered?
A. No, but mobility/portability is an important aspect to the Public Defender's Office so we expect a browser based application to be at least part of the solution. We are not listing individual Operating Systems that it must run on, but the more flexible the application is for accessing from a diverse set of devices the better.
9. **Q.** What are the pain points for the Public Defender's Office driving this purchase of a Case Management System?
A. The office lacks a current TRUE case management system. Staff needs to reduce data entry and reliance on paper. They also need to report on caseload statistics. They need to rely less on paper processes and have a workload driven by work queues. They need to be able to exchange data with the Court Management System and access scanned documents from OnBase within a single sign on application. They need access to this information from outside of their office.
10. **Q.** You intend to integrate this system with the other two (2) case management systems being purchased (Offender Management System and Court Management System)?
A. Yes. We are purchasing commercial ESB software and will have NIEM compliant data exchanges.
11. **Q.** Should the cost of OnBase licensing required due to the interface with the system be included in the cost of the proposal?
A. Per item IX. 2.17 of the RFP requirements, the proposal shall specify any additional software, licensing, or modifications needed to our existing environment. These costs should be identified but not included in the cost of the proposal.
12. **Q.** Will there be any data conversion?
A. As stated earlier, there will be no data conversion.
13. **Q.** What is the County's preferred database type?
A. Microsoft SQL, but we will consider Oracle solutions.
14. **Q.** How do you plan on implementing this new system in relation to the implementation of the other two new systems?
A. We are currently leaning toward a "big bang" approach of turning all systems on simultaneously, but we intend on relying on our selected system integrator for advice in this area.
15. **Q.** What is the current number of open cases being handled by the Public Defender's Office?
A. This is irrelevant because there is no data conversion and the Public Defender's Office has chosen to go with a day zero implementation. All data entry will be done by the Public Defender's Office. Data entry needs will be reduced by the data exchanges that will be in place coming from the Court Management System.

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16. Q. What product has been selected for the Info Hub?

A. All we can say at this point is that it will be a commercial ESB solution, but until such a system has been purchased we cannot be more specific.

17. Q. What jurisdiction are the cases that need to be managed?

A. Criminal cases only from both Criminal Court and General Sessions Criminal Court. Criminal cases from other municipalities in Shelby County can also be assigned to the Public Defender's Office. This includes Germantown, Millington, Bartlett and Collierville.

All other requirements of this RFP remain unchanged.

If you have any questions, please contact me via email at deborah.cairncross@shelbycountyttn.gov.

Sincerely,

Debbie Cairncross, Buyer
Purchasing Department
Shelby County Government

